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Enriching Lives Through Effective And Caring Service



css.lacounty.gov

Cynthia D. Banks
Director

Otto Solórzano
Chief Deputy

May 01, 2012

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

22 May 1, 2012

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

Dear Supervisors:

APPROVAL TO TERMINATE THE SUPPORTIVE SERVICES (SSP) PROGRAM CONTRACT FOR CONVENIENCE WITH LIFE STEPS FOUNDATION, INC.

SUBJECT

This Board letter requests approval to: 1) terminate for convenience the contract with Life Steps Foundation, Inc. for the Supportive Services Program (SSP) based on the Board of Supervisors' determination it is in the best interest of the County; 2) send the required Notice of Termination to Life Steps Foundation, Inc.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Determine that it is in the best interest of the County to terminate for convenience the Supportive Services Program (SSP) Contract (contract number SSP-1014-15, approved by your Board on April 6, 2010) with Life Steps Foundation, Inc. effective upon approval by your Board.
2. Delegate authority to the Director of CSS, or designee, to send the required written Notice of Termination to Life Steps Foundation, Inc. to be effective upon approval by your Board.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

CSS is requesting the Board of Supervisors determine that it is in the best interest of the County to terminate, for convenience, the SSP program contract with Life Steps Foundation, Inc., which currently provides Alzheimer's Day Care services in the Second Supervisorial District.

By letter dated February 20, 2012, Life Steps Foundation, Inc. requested that its current SSP

contract with CSS be terminated due to financial hardships. Life Steps informed CSS that they can no longer maintain the agency's Adult Day Health Care (ADHC) Center. The agency cited struggling with the statewide budget crisis, as reason for the closure and their inability to maintain the SSP contract.

Since receiving Life Steps Foundation, Inc.'s letter, CSS canvassed via E-mail notification and telephone calls, the other current SSP program contractors to determine interest and ability in serving this area and received favorable responses from several providers. The following criteria were used to evaluate which agency would be best suited to take over Life Steps Foundation, Inc. area: 1) prior service, 2) service area, 3) rates, and 4) performance.

Based on those criteria, CSS determined Human Services Association (HSA) was the best agency to take over the area currently being served by Life Steps Foundation, Inc. CSS anticipates amending the current SSP program Contract (contract number SSP-1014-11) with HSA to include the area served by Life Steps Foundation, Inc. upon approval by your Board, in exchange for the contract sum equivalent to the remaining contract amount of the Life Steps Foundation, Inc. SSP Contract (contract number SSP-1014-15). The recommended actions will allow for the continued provision of SSP services in the Second Supervisorial District.

Performance Measures

The success of the program will be measured based on performance measures which align with the County's Performance Counts! Initiative.

Implementation of Strategic Plan Goals

The recommended actions support the Countywide Strategic Plan Goals: Goal #1 Operational Effectiveness, Goal #2 Children, Family and Adult Well-Being, and Goal #4 Health and Mental Health.

FISCAL IMPACT/FINANCING

Life Steps Foundation's SSP allocation for the current fiscal year is \$40,450. Life Steps Foundation is estimated to spend \$9,962 through February 2012, leaving an estimated \$30,488 for the remainder of FY 2011-12. The balance of that amount will be transferred to HSA via contract amendment per your Board's previously delegated authority to amend on April 6, 2010, to provide services to portions of the Second Supervisorial District. There is no impact on the County General Fund, as this Area Agency on Aging (AAA) program is fully financed by Older Americans Act (OAA) grant awards through the California Department of Aging. Funding for this program is included in the Department's FY 2011-12 Budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

In February 2012, Life Steps Foundation, Inc. requested, in writing, that its current contract be terminated with CSS due to the closure of their Adult Day Health Care (ADHC) Center as a result of rising costs. Life Steps Foundation, Inc. provides Alzheimer's Day Care services under their SSP contract.

CSS is currently working with this agency to ensure the transition process is seamless.

CONTRACTING PROCESS

Per contract number SSP-1014-15, Life Steps Foundation, Inc. was awarded the SSP contract for four years through June 2014.

In March 2012, CSS canvassed the other current SSP contractors to determine interest and ability in providing SSP services in the Second Supervisorial District currently served by Life Steps Foundation, Inc.

Upon review of the information submitted by the other SSP providers that responded to CSS, CSS determined HSA was the only interested agency that currently provides the same services in the area being served by Life Steps Foundation, Inc. Upon Board approval, CSS will exercise its right to terminate for convenience its contract with Life Steps Foundation, Inc. (per Section 77.0 of contract number SSP-1014-15), and also will amend the Contract with HSA (contract number SSP-1014-11) per previously delegated authority granted by your Board to include the areas served by Life Steps Foundation, Inc. in exchange for an increase in the contract sum to reflect the additional service area. The recommended actions will allow for the continued provision of Alzheimer's Day Care services in the Second Supervisorial District.

Monitoring Requirement

Monitoring of the SSP continues to be conducted on an annual basis and includes administrative and programmatic monitoring to ensure contract compliance. Program monitoring is accomplished through the CSS Contract Compliance Division. Fiscal compliance monitoring will be conducted biannually by an approved vendor procured through the Auditor-Controller.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The recommended actions will allow for the continued provision of the SSP program services in portions in the Second Supervisorial District.

CONCLUSION

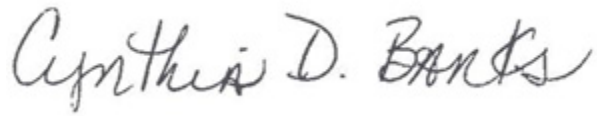
Upon Board approval, please provide a copy of the adopted Board letter to Ms. Sonja Ivey-Rojas, CSS, 3175 West Sixth Street, Room 403, Los Angeles, CA, 90020 or via E-mail at: siveyrojas@css.lacounty.gov. Ms. Ivey-Rojas can be reached by telephone at (213) 351-8917.

The Honorable Board of Supervisors

5/1/2012

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Respectfully submitted,

A handwritten signature in dark ink, reading "Cynthia D. Banks". The signature is written in a cursive, flowing style.

CYNTHIA D. BANKS

Director

CDB:OS:MQ:

CD:SIR

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors